

**CITY OF NORTH MIAMI  
PROFESSIONAL SERVICES AGREEMENT  
(Planting Site Inventory & Canopy Assessment Master Plan)**

**THIS PROFESSIONAL SERVICES AGREEMENT** ("Agreement") is entered into this \_\_\_\_ day of <sup>12/8/2014</sup>\_\_\_\_\_, 2014, between the **City of North Miami**, a Florida municipal corporation with a principal address of 776 NE 125<sup>th</sup> Street, North Miami, Florida ("City"), and **Natural Resource Planning Services, Inc., d/b/a Legacy Arborist Services**, a for-profit corporation registered and authorized to do business under the laws of the State of Florida, having its principal office at 32745 Pennsylvania Avenue, San Antonio, FL 33576 ("Consultant"). The City and Consultant shall collectively be referred to as the "Parties", and each may individually be referred to as a "Party".

**RECITALS**

**WHEREAS**, the City of North Miami ("City") has secured grant funds from the Florida Department of Agriculture and Consumer Services to be applied in conjunction with the National Urban and Community Forestry Program ("Grant"); and

**WHEREAS**, funding from the Grant shall be used to determine the degree of tree canopy, identify areas needing reforestation, utilize existing data to make planting decisions, and to develop a long-term comprehensive tree master plan focusing on urban forest recovery; and

**WHEREAS**, City administration issued a request for quotations seeking a qualified, experienced and licensed firm to provide a planting site inventory and develop a comprehensive urban tree canopy assessment master plan utilizing the tree inventory data and planting site data, as more specifically defined in the attached exhibits ("Services"); and

**WHEREAS**, a total of three (3) firms replied to the request for quotations, and Consultant was selected by City administration as having the price, qualifications, and references most advantageous to the City; and

**WHEREAS**, the City Manager finds that entering into this Agreement is in the best interest of the City in that it is aimed to protect, preserve and restore the City's tree canopy.

**NOW, THEREFORE**, in consideration of the mutual terms and conditions set forth herein and other good and valuable consideration, the Parties hereto agree as follows:

**ARTICLE 1 - RECITALS**

1.1 The recitals are true and correct and are hereby incorporated into and made a part of this Agreement.

**ARTICLE 2 - CONTRACT DOCUMENTS**

2.1 The following documents are incorporated into and made a part of this Agreement (collectively referred to as the "Contract Documents"):

12/8/2014

2.1.1 Grant agreement between the City and the Florida Department of Agriculture and Consumer Services, executed on November 18, 2013, attached hereto by reference;

2.1.2 The City's request for quotations, attached hereto by reference;

2.1.3 The City's Scope of Work, attached hereto as "Exhibit A";

2.1.4 Consultant's response to City's request for quotations ("Response"), attached hereto as "Exhibit B";

2.1.5 City's Memorandum dated November 25, 2014, identifying responding bidders with a tabulation of quotation amounts, attached hereto as "Exhibit C";

2.1.6 Any additional documents which are required to be submitted by Consultant under this Agreement.

2.2 In the event of any conflict between the Contract Documents or any ambiguity or missing specification or instruction, the following priority is hereby established:

2.2.1 Specific written direction from the City Manager or City Manager's designee.

2.2.2 This Agreement.

2.2.3 The request for quotations.

2.2.4 The Response.

### **ARTICLE 3 – TERM OF AGREEMENT**

3.1 Subject to authorized adjustments, the Term of Agreement shall be the period commencing December 5, 2014, through April 31, 2015. Consultant agrees that the performance of Services shall be pursued on schedule, diligently and uninterrupted at a rate of progress which will ensure full completion within the agreed Term of Agreement. Failure to achieve timely final completion shall be regarded as a material breach of this Agreement and shall be subject to the appropriate remedies available at law. This Agreement shall remain in full force and effect until the completion of Services by Consultant and the acceptance of Services by the City.

3.2 Minor adjustments to the Term of Agreement which are approved in writing by the City in advance, shall not constitute non-performance by Consultant. Any impact on the Term of Agreement shall be determined and the time schedule for completion of Services will be modified accordingly.

3.3 When, in the opinion of the City, reasonable grounds for uncertainty exist with respect to the Consultant's ability to perform Services or any portion thereof, the City may request that the Consultant, within a reasonable time frame set forth in the City's request, provide adequate assurances to the City in writing, of Consultant's ability to perform in accordance with terms of this Agreement. In the event that the Consultant fails to provide the City the requested assurances within the prescribed time frame, the City may treat such failure as a repudiation or breach of this Agreement, and resort to any remedy for breach provided for in this Agreement or at law.

3.4 Notwithstanding the provisions of this Article 3, this Agreement may be terminated by the City at any time, with or without cause.

#### **ARTICLE 4 - COMPENSATION**

4.1 Consultant shall be paid an amount not to exceed Twenty Nine Thousand Eight Hundred Dollars (\$29,800.00) as full compensation for Services, pursuant to Contract Documents.

4.2 The City shall pay Consultant within forty-five (45) days of receipt of invoice the total shown to be due on such invoice, provided the City has accepted the Services.

4.3 Funding for this Agreement is contingent on the availability of funds and the Agreement is subject to amendment or termination due to lack of funds or a reduction of funds, upon ten (10) days written notice to Consultant.

#### **ARTICLE 5 - SCOPE OF SERVICES**

5.1 Consultant agrees to perform Services for the benefit of the City under the special terms, schedules, and conditions set forth in the Contract Documents. Consultant shall perform Services in accordance with that degree of care and skill ordinarily exercised by reputable members of its profession.

5.2 One or more changes to the Services within the general scope of this Agreement may be ordered by Change Order. A Change Order shall mean a written order to the Consultant executed by the Parties after execution of this Agreement. The Consultant shall proceed with any such changes, and they shall be accomplished in strict accordance with the Contract Documents and the terms and conditions described in this Agreement.

5.3 Consultant represents and warrants to the City that: (i) Consultant possesses all qualifications, licenses and expertise required in the provision of Services, with personnel fully licensed by the State of Florida; (ii) Consultant is not delinquent in the payment of any sums due the City, including payment of permit fees, local business taxes, or in the performance of any obligations to the City; (iii) all personnel assigned to perform work shall be, at all times during the term hereof, fully qualified and trained to perform the tasks assigned to each; (iv) the Services will be performed in the manner as described in the Contract Documents for the budgeted amounts, rates and schedules; and (v) the person executing this Agreement on behalf of Consultant is duly authorized to execute same and fully bind Consultant as a Party to this Agreement.

5.4 Consultant agrees and understands that: (i) any and all subconsultants used by Consultant shall be paid by Consultant and not paid directly by the City; and (ii) any and all liabilities regarding payment to or use of subconsultants for any of the work related to this Agreement shall be borne solely by Consultant. Any work performed for Consultant by a subconsultant will be pursuant to an appropriate agreement between Consultant and subconsultant which specifically binds the subconsultant to all applicable terms and conditions of the Contract Documents.

5.5 Consultant warrants that any and all work, materials, services or equipment that may reasonably be inferred from the Contract Documents as being required to produce the intended result, will be supplied by the Consultant at its own cost, whether or not specifically called for.

5.6 Consultant warrants and accepts that any and all work, materials, services or equipment necessitated by the inspections of City and/or Miami-Dade County agencies, or other regulatory agencies as are applicable, to bring the Services into conformity with the Contract Documents and all applicable laws, codes, regulations, procedures, or considered inside the contemplation of the Contract Documents, shall be deemed the responsibility of the Consultant at no additional cost to the City.

#### **ARTICLE 6 - CITY'S TERMINATION RIGHTS**

6.1 The City shall have the right to terminate this Agreement, in its sole discretion at any time, with or without cause, upon ten (10) days written notice to Consultant. In such event, the City shall pay Consultant compensation for Services rendered prior to the effective date of termination. The City shall not be liable to Consultant for any additional compensation, or for any consequential or incidental damages.

#### **ARTICLE 7 - INDEPENDENT CONTRACTOR**

7.1 Consultant, its employees and agents shall be deemed to be independent contractors and not agents or employees of the City and shall not attain any rights or benefits under the civil service or pension ordinances of the City, or any rights generally afforded to classified or unclassified employees. The Consultant shall not be deemed entitled to the Florida Workers' Compensation benefits as an employee of the City.

#### **ARTICLE 8 - DEFAULT**

8.1 In the event the Consultant fails to comply with any provision of this Agreement, the City may declare the Consultant in default by written notification. The City shall have the right to terminate this Agreement if the Consultant fails to cure the default within ten (10) days after receiving notice of default from the City. If the Consultant fails to cure the default, the Consultant will only be compensated for completed Services. In the event partial payment has been made for such Services not completed, the Consultant shall return such sums due to the City within ten (10) days after notice that such sums are due. The Consultant understands and agrees that termination of this Agreement under this section shall not release Consultant from any obligations accruing prior to the effective date of termination.

#### **ARTICLE 9 - ERRORS AND OMISSIONS**

9.1 Consultant shall be responsible for technically deficient designs, reports, or studies due to Consultant's errors and omissions, and shall promptly correct or replace all such deficient work without cost to City. The Consultant shall also be responsible for all damages resulting from such errors and omissions. Payment in full by the City for Services performed does not constitute a waiver of this representation.

#### **ARTICLE 10 - INDEMNIFICATION**

10.1 Consultant agrees to indemnify, defend, save and hold harmless the City its officers, agents and employees, from and against any and all claims, liabilities, suits, losses, claims, fines,

and/or causes of action that may be brought against the City, its officers, agents and employees, on account of any negligent act or omission of Consultant, its agents, servants, or employees in the performance of Services under this Agreement and resulting in personal injury, loss of life or damage to property sustained by any person or entity, caused by or arising out of Consultant's negligence within the scope of this Agreement, including all costs, reasonable attorneys fees, expenses, including any appeal, and including the investigations and defense of any action or proceeding and any order, judgment, or decree which may be entered in any such action or proceeding, except for damages specifically caused by or arising out of the negligence, strict liability, intentional torts or criminal acts of the City, its officer, agents, employees or contractors, which claims are lodged by any person, firm, or corporation.

10.2 Nothing contained in this Agreement is any way intended to be a waiver of the limitation placed upon the City's liability as set forth in Chapter 768, Florida Statutes. Additionally, the City does not waive sovereign immunity, and no claim or award against the City shall include attorney's fees, investigative costs or pre-judgment interest.

#### **ARTICLE 11 - INSURANCE**

11.1 Prior to the execution of this Agreement, the Consultant shall submit certificate(s) of insurance evidencing the required coverage and specifically providing that the City is an additional named insured or additional insured with respect to the required coverage and the operations of the Consultant under this Agreement. Consultant shall not commence work under this Agreement until after Consultant has obtained all of the minimum insurance described by the City and the policies of such insurance detailing the provisions of coverage have been received and approved. Consultant shall not permit any subconsultant to begin work until after similar minimum insurance to cover subconsultant has been obtained and approved. In the event the insurance certificate provided indicates that the insurance shall terminate and lapse during the term of this Agreement, Consultant shall furnish, at least thirty (30) calendar days prior to expiration of the date of the insurance, a renewed certificate of insurance as proof that equal and like coverage and extension is in effect. Consultant shall not continue to perform the Services required by this Agreement unless all required insurance remains in full force and effect.

11.2 All insurance policies required from Consultant shall be written by a company with a Best rating of B+ or better and duly authorized and licensed to do business in the State of Florida and be executed by duly licensed agents upon whom service of process may be made in Miami-Dade County, Florida.

#### **ARTICLE 12 - OWNERSHIP OF DOCUMENTS**

12.1 All documents developed by Consultant under this Agreement shall be delivered to the City by the Consultant upon completion of the Services and shall become property of the City, without restriction or limitation of its use. The Consultant agrees that all documents generated hereto shall be subject to the applicable provisions of the Public Records Law, under Chapter 119, Florida Statutes.

12.2 It is further understood by and between the Parties that any information, writings, tapes, Contract Documents, reports or any other matter whatsoever which is given by the City to the Consultant pursuant to this Agreement shall at all times remain the property of the City and shall not

be used by the Consultant for any other purposes whatsoever without the written consent of the City.

12.3 In the event the Agreement is terminated, Consultant agrees to provide the City all such documents within ten (10) days from the date the Agreement is terminated.

### **ARTICLE 13 - NOTICES**

13.1 All notices, demands, correspondence and other communications between the Parties shall be deemed sufficiently given under the terms of this Agreement when dispatched by registered or certified mail, postage prepaid, return receipt requested, addressed as follows or as the same may be changed from time to time:

For Consultant:       Natural Resource Planning Services, Inc.  
                              d/b/a Legacy Arborist Services  
                              Attn: Erin Givens, Urban Forester/Ecologist  
                              P.O. Box 564  
                              San Antonio, FL 33576  
                              Phone: (352) 588-2580  
                              Fax: (352) 588-2206

For the City:           City of North Miami  
                              Attn: City Manager  
                              776 N.E.125<sup>th</sup> Street  
                              North Miami, Florida 33161

With copy to:          City of North Miami  
                              Attn: City Attorney  
                              776 N.E.125<sup>th</sup> Street  
                              North Miami, Florida 33161

13.2 Either Party may at any time designate a different address and/or contact person by giving notice as provided above to the other Party. Such notices shall be deemed given upon receipt by the addressee.

13.3 In the event there is a change of address and the moving Party fails to provide notice to the other Party, then notice sent as provided in this Article shall constitute adequate notice

### **ARTICLE 14 - CONFLICT OF INTEREST**

14.1 Consultant represents and warrants to the City that it has not employed or retained any person or company employed by the City to solicit or secure this Agreement and that it has not offered to pay, paid, or agreed to pay any person any fee, commission, percentage, brokerage fee, or gift of any kind contingent upon or in connection with, the award of this Agreement.

14.2 Consultant covenants that no person under its employ who presently exercises any functions or responsibilities on behalf of the City in connection with this Agreement has any personal financial interest, directly or indirectly, with contractors or vendors providing professional services on projects assigned to the Consultant, except as fully disclosed and approved by the City. Consultant further covenants that, in the performance of this Agreement, no person having such conflicting interest shall be employed.

#### **ARTICLE 15 - MISCELLANEOUS PROVISIONS**

15.1 No waiver or breach of any provision of this Agreement shall constitute a waiver of any subsequent breach of the same or any other provision hereof, and no waiver shall be effective unless made in writing.

15.2 All representations, indemnifications, warranties and guarantees made in, required by, or given in accordance with this Agreement, as well as all continuing obligations indicated in the Contract Documents, shall survive final payment, completion and acceptance of the Services and termination or completion of the Agreement.

15.3 Should any provision, paragraph, sentence, word or phrase contained in this Agreement be determined by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable under the laws of the State of Florida, such provision, paragraph, sentence, word or phrase shall be deemed modified to the extent necessary in order to conform with such laws, or if not modifiable, then same shall be deemed severable, and in either event, the remaining terms and provisions of this Agreement shall remain unmodified and in full force and effect or limitation of its use.

15.4 This Agreement and Contract Documents constitute the sole and entire agreement between the Parties. No modification or amendments to this Agreement shall be binding on either Party unless in writing and signed by both Parties.

15.5 This Agreement shall be construed and enforced according to the laws of the State of Florida. Venue in any proceedings between the Parties shall be in Miami-Dade County, Florida.

15.6 The City reserves the right to audit the records of the Consultant covered by this Agreement at any time during the provision of Services and for a period of three years after final payment is made under this Agreement.

15.7 The Consultant agrees to comply with and observe all applicable federal, state, and local laws, rules, regulations, codes and ordinances, as they may be amended from time to time.

15.8 Services shall not be subcontracted, transferred, conveyed, or assigned under this Agreement in whole or in part to any other person, firm or corporation without the prior written consent of the City.

15.9 The City of North Miami is exempt from Federal Excise and State taxes. The applicable tax exemption number or certificate shall be made available upon request.

15.10 The professional Services to be provided by Consultant pursuant to this Agreement shall be non-exclusive, and nothing herein shall preclude the City from engaging other firms to perform Services.

15.11 This Agreement shall be binding upon the Parties herein, their heirs, executors, legal representatives, successors and assigns.

15.12 The Consultant agrees that it shall not discriminate as to race, sex, color, creed, national origin, or disability, in connection with its performance under this Agreement.

15.13 All other terms, conditions and requirements contained in the Contract Documents, which have not been modified by this Agreement, shall remain in full force and effect.

15.14 In the event of any dispute arising under or related to this Agreement, the prevailing Party shall be entitled to recover all actual attorney fees, costs and expenses incurred by it in connection with that dispute and/or the enforcement of this Agreement, including all such actual attorney fees, costs and expenses at all judicial levels, including appeal, until such dispute is resolved with finality.

15.15 This Agreement may be executed in two or more counterparts, each of which shall constitute an original but all of which, when taken together, shall constitute one and the same Agreement.

*[The remainder of this page is intentionally left blank.]*

**IN WITNESS WHEREOF**, the Parties have executed this Agreement by their respective proper officers duly authorized the day and year first written above.

ATTEST:

Corporate Secretary or Witness:

DocuSigned by:  
By: Lisa Parker  
CB118D0198D24B4...  
Print Name: Lisa Parker  
Date: 12/8/2014

Natural Resource Planning Services, Inc., d/b/a  
Legacy Arborist Services, a for-profit corporation:  
"Consultant"

DocuSigned by:  
By: John Holzaepfel  
6A8578B8CCB9464...  
Print Name: John Holzaepfel  
Date: 12/15/2014

ATTEST:

DocuSigned by:  
By: Michael A. Etienne  
2C7A10872EE841A...  
Michael A. Etienne  
City Clerk

City of North Miami, a Florida municipal  
corporation:  
"City"

DocuSigned by:  
By: Aleem Ghany  
AD8C42C3AF4E44B...  
Aleem A. Ghany  
City Manager

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

DocuSigned by:  
By: Regine Monestime  
9787BB01BC7F413...  
Regine M. Monestime  
City Attorney



### SCOPE OF WORK REQUESTED:

The following briefly describes the scope, anticipated deliverables, for the continuation of the planting sites inventory and possible master plan development.

**Task One: All Planting Site Assessment Inventory** - The planting site assessment/inventory will be performed on location by an arborist who will identify all potential open sites. The City's specifications outlined below will be used for large trees and any open sites less than the specifications will be identified as "other" and is appropriate for small types of trees.

This inventory phase will build upon 2014 collection and add up to 4,300 more planting sites to the database.

Planting Site Specifications will include:

- at least 3 feet from the edge of the street pavement and sidewalk or property line; the swale must be at least 6 feet wide or more (which is typical)
- a minimum of 10 feet from driveways and property line of adjacent property
- at least 10 feet from any utility poles
- a minimum of 15 feet from street lights
- a minimum of 30 feet apart
- a minimum of 30 feet from existing trees in the swale and on private property
- large tree will not be located under overhead utilities
- Other sites will be located under overhead utilities

If the addition of a planting site to a parcel address alters the existing Site Numbers, then update the Site Numbers to make them sequential. Unique Tree Identification Numbers will not be changed; the planting sites collected will receive sequential Tree Identification Numbers beginning with a number one digit higher than the highest Tree Identification Number in the database.

**Task Two: Urban Tree Canopy Assessment Master Plan** - The plan will be based on tree inventory data and consider urban forest conditions including species diversity, stocking level, size class distribution, and needed tree maintenance. The goal of the plan will be to make justifiable recommendations for tree planting going forward and recommend for tree maintenance schedules and budget needs.

Plan content will include:

- Summary of the tree inventory and planting site data.
- Analyses of urban forest maintenance and planting needs.
- Annual budgeting for tree maintenance and planting.
- Recommendations for creating a sustainable tree population
- Map identifying site locations

\*Examples of master plan design quality we are looking for:

<http://www.ci.norfolk.ne.us/engineering/Documents/Norfolk%20Landscape%20Master%20Plan.pdf>

[http://www.northmiamifl.gov/departments/parks\\_rec/files/MP\\_Volume\\_I.pdf](http://www.northmiamifl.gov/departments/parks_rec/files/MP_Volume_I.pdf)

## **DELIVERABLES**

- Planting site assessment/inventory of up to 4,300 open sites delivered in Excel, and GIS Shapefile formats
- Update to the City's Treekeeper® database with planting site data.



Exhibit "B"

**CONSULTING ARBORISTS — URBAN FORESTRY SPECIALISTS**

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PHONE: 352.588.2580 FAX: 352.588.2206

32745 PENNSYLVANIA AVE. – P.O. BOX 564, SAN ANTONIO, FL 33576

**Statement of Work**

***1. Project Scope***

**We understand the project to have a two-fold purpose:**

- 1) Inventory and assess up to 4,300 planting sites and add them to the existing street tree database (stored in *TreeKeeper*);
- 2) Develop a comprehensive urban tree canopy assessment master plan utilizing the street tree inventory data and the planting site data.

***2. Planting Site Inventory (Proposal Cost Item 1)***

- LAS urban foresters will complete a pedestrian survey of all City-owned available planting sites as described in the Scope of Work Requested. No subcontractors will be used for data collection.
- LAS will collect planting site information using *TreeKeeper mobile* or using hand-held electronic data recorders running a custom mobile Geographic Information System (GIS) application linked to Global Positioning System (GPS) receivers. Planting site data will be checked for accuracy, typographic errors, and any missing data prior to delivery.
- Individual planting site data collected will meet the planting site specifications provided in the Scope of Work Requested and each planting site will be assigned a unique identification number. Sites that do not meet the large tree planting site specifications will be identified as potential sites for small trees. All entries will be added directly into the City's *TreeKeeper* database.
- Deliverables: Planting Site Inventory in Excel, GIS shapefile, and PDF Map formats.

***Cost Estimate: \$25,200\****

***\* If actual planting sites inventoried exceeds 4,300, then the per unit cost for each additional planting site will be \$6.00.***



**CONSULTING ARBORISTS — URBAN FORESTRY SPECIALISTS**

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PHONE: 352.588.2580 FAX: 352.588.2206

32745 PENNSYLVANIA AVE. – P.O. BOX 564, SAN ANTONIO, FL 33576

**3. Urban Tree Canopy Assessment Master Plan (Proposal Cost Item 2)**

- LAS will analyze the collected tree data and develop a statistical summary of your urban forest. This plan will contain tables showing species distribution, condition classes, diameter distribution, and prioritized maintenance needs. The master plan will include an executive summary and table of contents.
- Street Tree Management Section will include information addressing the following topics:
  - description of the data collection methods used;
  - quantification of the collected tree data including analysis of urban forest maintenance needs;
  - lists of proposed tree planting locations along with recommended tree species suitable for Miami-Dade County, Florida;
  - specifications for proper tree planting and maintenance;
  - outline of a general annual urban forestry work plan and budget including a tree planting and replacement schedule.

**Cost Estimate: \$2,600**

- If desired a Canopy Assessment Section can be included with information addressing the following topics:
  - analysis of North Miami's urban forest canopy coverage (utilizing i-Tree Canopy with Google Earth 2014 and one benchmark past imagery dataset);
  - description of data and recommendations based on North Miami's urban forest objectives.

**Cost Estimate: \$2,000**

- Deliverables: Master Plan files will be provided in Excel (tables), i-Tree Canopy files (canopy analysis), Word (master plan), PDF file (final copy of master plan). Data will be provided to the City on an external hard drive and 10 bound hard copies.



**CONSULTING ARBORISTS — URBAN FORESTRY SPECIALISTS**

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32745 PENNSYLVANIA AVE. — P.O. BOX 564, SAN ANTONIO, FL 33576

**4. City Assistance (provided by Public Works Department)**

- Provide LAS lawful right of entry to City property for a mutually agreeable time period. Also, your notification of the public, concerned City employees, and public safety officials will reduce misunderstandings and work delays.
- Provide digital base map data (parcels with addresses and streets with names) and city boundary to LAS for GIS development (preferably in ESRI ArcView shapefile format).
- Provide login credentials to *TreeKeeper* for data entry purposes.

**5. Time Frame**

- NRPS can begin initial project planning immediately upon receipt of your notice to proceed.
- Data collection would be completed by the end of the January 2015. We estimate total data collection time to be less than three weeks.

**6. Fee Summary:**

I. Cost Item 1 — Planting Site Inventory	\$ 25,200
II. Cost Item 2 — Urban Tree Canopy Assessment Master Plan	
a. Street Tree Management Plan	\$ 2,600
<b>Grand Total:</b>	<b>\$ 27,800</b>

*Optional Item if Desired*

Optional Item 1 — Urban Tree Canopy Assessment Master Plan	
b. Canopy Assessment	\$ 2,000



To: Roland Galdos

From: Kent Walia

Date: November 25, 2014

Subject: Proposals for Planting Site Assessment Inventory and Urban Tree Canopy Assessment Master Plan for (Florida Forest Service Urban & Community Forestry Grant Project)

An e-mail was sent out with an attached scope sheet during the first week of October soliciting bids for Planting Site Inventory Assessment and Tree Canopy Site Assessment Master Plan for obligated scope of work required for the Florida Forest Service urban & Community Forestry Grant Project. The bidders that were contacted are Legacy Arborist Services, E-Sciences, Keith and Schnars and Davey Resource Group. Only 3 out of 4 bidders provided a bid. All the bidders were given the same scope sheet to provide a price. Additional e-mails were sent during last week in October requesting for add alternate to their bid to provide a price for a canopy assessment for all existing trees in the city. The resulting bid was a price that includes the Planting Site Assessment, Tree Canopy Assessment Master Plan and Existing Tree Canopy Assessment.

The result was the low bidder identified as Legacy Arborist Services. The final bids are in following order:

Contracting Firm Name	Total	Planting Site		Canopy
		Inventory	Master Plan	Assessment
Legacy Arborist Services (Revised)	<b>\$29,800</b>	\$25,200.00	\$2,600.00	\$2,000.00
Legacy Arborist Services	<b>\$33,000</b>	\$27,100.00	\$3,700.00	\$2,200.00
E-Sciences	<b>\$36,260</b>	\$21,278.00	\$8,252.00	\$6,730.00
Davey Resource Group	<b>\$44,500</b>	\$34,100.00	\$2,900.00	\$7,500.00

\*The three bids include prices per scope sheet provided

City of North Miami

Community Planning and Development Department

Quotes from Contractors

24-Nov-14

Contracting Firm Name	Total	Planting Site Inventory
Legacy Arborist Services (Revised)	\$29,800	\$25,200.00
Legacy Arborist Services	\$33,000	\$27,100.00
E-Sciences	\$36,260	\$21,278.00
Davey Resource Group	\$44,500	\$34,100.00

Master Plan	Canopy Assessment
\$2,600.00	\$2,000.00
\$3,700.00	\$2,200.00
\$8,252.00	\$6,730.00
\$2,900.00	\$7,500.00